

April 15, 2005

ADDENDUM NO. 1 TO ALL OFFERORS:

Reference – Invitation to Bid # 05-03-08

Description: Courtroom Furniture

Dated: November 4, 2004

For Delivery To: Purchasing Division, City of Roanoke, Virginia

Proposal Due: April 20, 2005

Pre-proposal Conference: N/A

Change the manufacturer for Item #4 on the Bid Form, Judges Chair, from Hon to Sagefield Leather. Current listing, but no guarantee, is P.O. Box 1246 Conover, NC 28613 Phone (828)328-8669.

Change Section 5, General Instructions to Bidders, para. A , last sentence to read: "N.B. The City reserves the right to award one or more of the items to more than one bidder if it is in the best interests of the City"

Note: A signed acknowledgment of this addendum is requested to be received at the location indicated on the ITB either prior to the bid (proposal) due date and hour or attached to your bid (proposal). Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Very truly yours,

Sharon Twine-Gentry CPPB, VCO, A.P.P.  
Purchasing Manager  
Phone: 540-853-2871

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature/Title

\_\_\_\_\_  
Date